United Nations ST/IC/1999/21

Secretariat

5 March 1999

Information circular*

To: Members of delegations and staff

From: The Assistant Secretary-General for Central Support Services

Subject: **First day of issue: "World Heritage — Australia" stamps and prestige booklets**

Commemorative stamps

1. On Friday, 19 March 1999, the United Nations Postal Administration (UNPA) will issue a set of six commemorative stamps on the theme "World Heritage — Australia".

2. This is the fifth United Nations stamp issue to illustrate World Heritage sites. It is the third in a series of stamps and prestige booklets focusing on either one specific World Heritage site or a group of World Heritage sites in one geographical location.

3. The stamps, in denominations of US$ 0.33, $0.60, SwF 0.90, SwF 1.10, S 4.50 and S 6.50, were designed by Passmore Design, Australia.

(United States equivalents — SwF 0.90: $0.64; SwF 1.10: $0.78; S 4.50: $0.38; and S 6.50: $0.55 — subject to exchange rate fluctuation).

* Expiration date of the present information circular: 31 March 1999

99-06211 (E) 090399

Prestige booklets

4. Also on 19 March 1999, the United Nations Postal Administration will issue its fourth set of prestige booklets. The three booklets have a common design and each contains a total of 24 mint stamps in either United States, Swiss or Austrian denominations, based on the designs of the six commemorative stamps on the theme "World Heritage — Australia". The booklets are priced at $2.40, $2.55 and $3.03, respectively, subject to fluctuating exchange rates.

General information

5. For the convenience of collectors, UNPA at Headquarters will provide prepared and cancelled New York, Geneva and Vienna first-day covers on the UNPA official first-day cachets only.

6. Members of delegations and the staff can obtain the new stamps, prestige booklets and first-day items on Friday, 19 March, at the following locations:

(a) The UNPA sales counter in the concourse of the General Assembly Building from 9 a.m. to 5.30 p.m.;

(b) The counter at the north end of the Secretariat lobby from 9 a.m. to 4 p.m.

7. First-day-of-issue cancellations can be obtained at the following temporary United States Postal Service substations:

(a) The counter outside the United Nations Bookstore in the concourse of the General Assembly Building from 9 a.m. to 5.30 p.m.;

(b) The counter along the west wall of the north end of the Secretariat lobby from 9 a.m. to 4 p.m.

8. Information on United Nations stamps can be accessed on the Internet at http://www.un.org/Depts/UNPA.

United Nations ST/IC/1999/22

Secretariat

9 March 1999

Information circular*

To: Members of the staff at Headquarters

From: The Assistant Secretary-General for Human Resources Management

Subject: **Post adjustment multiplier for New York****

1. In information circular ST/IC/1999/19 of 22 February 1999, staff members were informed that, upon implementation of the revised base salary scale effective 1 March 1999, revised post adjustment indices and multipliers would be established by the International Civil Service Commission (ICSC) for all duty stations. Changes in post adjustment multipliers due after 1 March 1999 will be effected on the basis of the movement of the newly consolidated post adjustment indices.

2. In accordance with the above-mentioned procedure, ICSC has determined that post adjustment multiplier 43 should apply for staff in the Professional and higher categories serving in New York, with effect from 1 March 1999. Consequently, effective 1 March 1999, the post adjustment multiplier for New York is being revised from 46.5 to 43.

3. The annual amount of post adjustment at multiplier 43 for each salary level and step is shown in the annex to the present circular.

4. The implementation of the revised post adjustment multiplier will be reflected in the end of March 1999 payroll.

* The present circular will be in effect until further notice.

** *Personnel Manual* index No. 3180.

99-06533 (E) 120399

Annex

Post adjustment multiplier 43

(In United States dollars)

Effective 1 March 1999

Level		STEPS I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV
Under-Secretary-General																
	Net D	45 004 66														
	Net S	40 501 70														
Assistant Secretary-General																
	Net D	41 277 85														
	Net S	37 378 18														
Director																
D-2	**Net D**	34 543 62	35 217 43	35 890 81	36 564 19	37 237 57	37 911 38									
	Net S	31 734 43	32 299 02	32 863 61	33 427 77	33 992 36	34 556 95									
Principal Officer																
D-1	**Net D**	30 989 24	31 566 30	32 142 93	32 718 70	33 295 76	33 872 39	34 449 45	35 026 08	35 602 28						
	Net S	28 644 45	29 150 99	29 657 10	30 162 78	30 669 32	31 171 99	31 655 31	32 138 63	32 621 52						
Senior Officer																
P-5	**Net D**	27 754 35	28 276 37	28 798 39	29 320 41	29 842 43	30 363 59	30 885 61	31 407 63	31 929 22	32 451 24	32 972 83	33 494 42	34 016 44		
	Net S	25 784 09	26 262 25	26 721 06	27 179 44	27 637 39	28 094 91	28 553 29	29 011 67	29 469 62	29 928 00	30 385 95	30 843 90	31 292 39		
First Officer																
P-4	**Net D**	23 441 88	23 951 43	24 459 69	24 968 38	25 477 93	25 986 19	26 495 31	27 004 43	27 513 12	28 021 81	28 530 07	29 040 48	29 548 74	30 057 86	30 566 98
	Net S	21 829 81	22 298 08	22 764 20	23 230 32	23 697 73	24 163 42	24 629 97	25 096 52	25 562 64	26 029 19	26 485 42	26 933 48	27 379 82	27 826 59	28 273 79
Second Officer																
P-3	**Net D**	19 684 11	20 161 84	20 640 43	21 117 73	21 596 32	22 074 05	22 552 21	23 030 80	23 508 53	23 987 12	24 464 85	24 943 01	25 420 74	25 898 90	26 377 06
	Net S	18 373 90	18 813 36	19 253 68	19 693 14	20 133 03	20 572 49	21 011 95	21 451 84	21 890 87	22 330 76	22 768 93	23 207 10	23 645 27	24 083 44	24 521 61
Associate Officer																
P-2	**Net D**	16 319 79	16 748 07	17 175 06	17 602 91	18 029 90	18 457 75	18 885 60	19 312 59	19 740 87	20 168 29	20 595 28	21 023 56			
	Net S	15 307 14	15 695 43	16 082 43	16 469 86	16 856 86	17 245 15	17 639 03	18 031 62	18 425 93	18 819 38	19 212 40	19 606 28			
Assistant Officer																
P-1	**Net D**	12 918 92	13 330 43	13 741 08	14 152 16	14 562 81	14 973 46	15 384 97	15 795 62	16 206 27	16 617 35					
	Net S	12 186 63	12 565 46	12 943 86	13 322 69	13 701 09	14 079 49	14 458 75	14 832 42	15 204 37	15 577 18					

D = Rate applicable to staff members with a dependent spouse or child

S = Rate applicable to staff members with no dependent spouse or child

United Nations ST/IC/1999/23

Secretariat

18 March 1999

Information circular*

To: Members of the staff

From: The Assistant Secretary-General for Human Resources Management

Subject: **Placement and promotion list for staff in the Professional category and above**

1. The purpose of the present information circular is to inform staff members of recommendations made by the appointment and promotion bodies that have been approved by the Secretary-General in respect of placements and promotions.

2. This list, which includes staff in the Professional category and above, will be issued monthly to enhance transparency and enable the staff to perceive improvements in gender balance throughout the Secretariat.

3. In order to ensure equitable treatment in promoting staff members, implementation will continue under the terms of administrative instruction ST/AI/413 on placement and promotion, that is, effective the first day of the month following approval by the Secretary-General or as soon thereafter as the post for which the staff member was selected becomes vacant.

4. The attached list includes placements and promotions approved in February 1999.

* Expiration date of the present information circular: 31 December 1999.

99-07690 (E) 220399

Annex

Placement and promotion
1 to 28 February 1999

Name	*Gender*	*Releasing dept./office*	*Receiving dept./office*	*Post level*	*Vacancy number*
Promotion					
Kondo Rossier, Masayo	F	OCHA	OCHA	P-3	98-A-OCH-519-GE
Ono, Masumi	F	DESA	DESA	P-3	98-E-ESA-408-NY
Babynina, Larisa	F	DAM/OCSS	DAM/OCSS	P-4	98-A-OGS-228-NY
Gonzalez, Jose	M	DGAACS	DGAACS	P-4	98-T-DGA-378-NY
Martin, Vincent	M	DAM/OCSS	DAM/OCSS	P-4	98-A-OGS-228-NY
Matamoros, Mario	M	DGAACS	DGAACS	P-4	98-T-DGA-378-NY
Mishchenko, Petro	M	DPI	DPI	P-4	98-I-DPI-385-NY
Schultz, Lucinda	F	UNOG	UNOG	P-4	98-T-UNG-504-GE
Ueki, Yasuhiro	M	DPI	DPI	P-4	98-I-DPI-219-NY
Xie, Yuhong	F	UNOV	UNOV	P-4	98-T-UNV-607-VI
Dos Santos, Carlos	M	DPI	DPI	P-5	98-I-DPI-182-RI
Sankaran, Raghupathy	M	UNOV	ESCAP	P-5	98-F-ESC-A51-BA
Dourojeanni, Axel	M	ECLAC	ECLAC	D-1	98-G-ECL-A65-SC
Roz, Gian Piero	M	DM/OCSS	DM/OCSS	D-2	98-D-DOM-180-NY
Placement					
Danilevsky, Constantine*	M	DGAACS	DGAACS	P-5	98-T-DGA-364-NY
Suliman, Yousif*	M	ECA	ECA	D-1	98-E-ECA-141-KL
Perez-Czajkowski, Nelida	F	DGAACS	UNOG	P-3	98-T-UNG-523-GE
Sanchez-Roman, Ignacio	M	DGAACS	UNOG	P-3	98-T-UNG-523-GE
Theunissen, Josephus	M	ESCAP	DESA	P-3	98-E-ESA-301-NY

* The Secretary-General approved the placement of these staff members against the posts at their current levels. The promotion of these staff members will be implemented when they have reached the established seniority in grade for regular promotion to the higher level.

United Nations ST/IC/1999/24

Secretariat

18 March 1999

Information circular*

To: Members of the staff

From: The Assistant Secretary-General for Human Resources Management

Subject: **Placement and promotion list for staff in the General Service and related categories**

1. The purpose of the present information circular is to inform staff members of recommendations made by the Appointment and Promotion Panel that have been approved by the Secretary-General in respect of placements and promotions.

2. This list, which includes staff in the General Service and related categories, will be issued monthly to enhance transparency within the Secretariat.

3. In order to ensure equitable treatment in promoting staff members, implementation will continue under the terms of administrative instruction ST/AI/413 on placement and promotion, that is, effective the first day of the month following approval by the Secretary-General or as soon thereafter as the post for which the staff member was selected becomes vacant.

4. The attached list includes placements and promotions approved in February 1999.

* Expiration date of the present information circular: 31 December 1999.

99-07692 (E) 230399

Annex

Placement and promotion
1 to 28 February 1999

Name	*Gender*	*Releasing dept./office*	*Receiving dept./office*	*Post level*	*Vacancy number*
Promotion					
Unmesh, William	M	DM/OCSS	DM/OCSS	TC-4	98-G-OCS-085-T4
Adiao, Gloria	F	DESA	DESA	G-5	98-G-ESA-065-G5
Bahta, Zewditu	F	DM/OCSS	DM/OCSS	G-5	*
Musgrave, Rebecca	F	DESA	DESA	G-5	*
Spiriagina, Natalia	F	DPI	DPI	G-5	*
Baptiste, Sheila	F	DM	DPKO	G-6	98-G-DPK-071-G6
Schultz, Maria Paz	F	DPA	DPA	G-6	98-G-DPA-089-G6
Flores, Susan	F	DPKO	DPKO	G-7	97-G-DPK-077-G7
Mathangani, Edwin**	M	UNJSPF	UNJSPF	G-7	98-G-JPF-106-G7
Pinzon, Emma	F	UNSCOM	UNSCOM	G-7	*
Siddall, Anne	F	DM/OHRM	DPI	G-7	98-G-DPI-094-G7

* The vacancy announcement was waived in accordance with the provisions of administrative instruction ST/AI/413.

** The Secretary-General approved the placement of the staff member against the posts at his current level. The promotion of the staff member will be implemented when he has reached the established seniority in grade for regular promotion to the higher level.